CONFIDENTIAL

DCI/IC 1571-75

7 March 1975

25X1   MEMORANDUM FOR: [   ]

Defense Intelligence Agency

SUBJECT   :   CIRIS/IMIS Interface - Nontargeting of
Manpower in CIRIS75 - Grouping of
Military Manpower at Summary Level -
New Geographic Targets

25X1   1.   [   ] has inquired
about the effect upon the IMIS to CIRIS and vice versa con-
version programs he is writing by the decision of the CIRIS
Staff not to require targeting of manpower in the CIRIS75
data call. I would appreciate you passing the following
information along to him.

2.   For CIRIS75, the detail targeted type M records
should not contain manpower figures for any of the years
being targeted. However, the civilian manpower category
types should remain in the M records so CIRIS can identify
whether the CIVPAY dollars pertain to USDH, FNDH, FNCH, etc.
Military manpower category types are not necessary at the
detail level since no distinction will be made between
military officers and military enlisted in CIRIS75. I under-
stand that prior to this change, IMIS was planning on
submitting some detail records which contained only manpower
data. Because of the nontargeting of manpower at the detail
level, IMIS would be creating some detail records with zero
dollar resources and zero manpower data. Detail records
containing no dollar resources should not be included in the
data file sent by IMIS to CIRIS.

3.   The summary records being reported are not affected
by the change of not targeting manpower but are affected by
the decision by the CIRIS Staff to collect information on

25X1

CONFIDENTIAL

CONFIDENTIAL

military manpower at the summary level as a single group for
each year rather than breaking military manpower out by
officers and enlisted as has been done before. To accommodate
this change, IMIS should aggregate the total number of
officers and enlisted manpower for a fiscal year summary
record and load the result in the data field designated for
military officer manpower. The data field in the summary
record which would normally contain the enlisted manpower
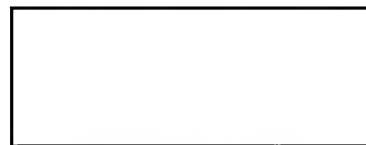data should be zeroed out.

    4. When data records are sent to IMIS from CIRIS, CIRIS
will follow the same rules as above.

    5. Three new geographic targets have also been added
to the CIRIS target tables. These three countries and their
internal CIRIS codes are:

25X1

    6. If any other change occurs between now and the IMIS
submission to CIRIS, we will advise you.

DCI/IC/MPRRD

25X1

25X1   cc:

Distribution:
  Orig. - Addee
      1 - P. Miles
      1 - IC/REG
      1 - NT Chrono
      1 - R&A Subject
      1 - R&A Reading

CONFIDENTIAL

INTELLIGENCE COMMUNITY STAFF SUMMARY

INTERNAL COORDINATION			Action Officer: Title and Signature
Officer	Action	Initials	
	Coord		
	Coord		
	Coord		Phone Number
	Coord		
ER			**Subject:**
DCI			Consolidated Intelligence Resources Information System Data Submissions for Calendar Year 1975 (CIRIS-75)

25X1

25X1

25X1

25X1

25X1

Summary

1. <u>Purpose</u>: To forward memorandum for DCI signature.

2. <u>Discussion</u>: This letter is the annual directive to the Intelligence Community to submit data in accordance with CIRIS Submission Instructions. The deadline for submission is defined and procedural changes that have been made in the instructions are briefly described.

3. <u>Recommended Action</u>: Signature by DCI.

Samuel V. Wilson
Lieutenant General, USA
D/DCI/IC

EXECUTIVE SUMMARY

Study of the CIRIS data base has confirmed that the conceptual design is sound and essential data elements are present. The information contained in the data base does not exhibit adequate discipline at the present time. An excessive amount of information is entered as gross aggregates rather than properly targeted against identifiable objectives. The deficiencies are clearly recognizable and corrective action can be accomplished with assigned assets.

Comprehensive discussions at the working level revealed program-unique constraints, instances of misunderstanding of instructions, and cases of data redundancy. Based on these findings, the CIRIS Submission Instructions were simplified and prepared for publication as a single community-wide document. The changes involve deletion of the requirement to target manpower (targeting of pay dollars is retained), improved standardization of procedures and terminology, and greater use of the internal management information systems of each program office.

Positive assistance was rendered to program managers to facilitate accurate CIRIS submission. In one case we coordinated procedures to access the DoD IMIS data base when it becomes available. In another instance we undertook development of procedures for direct translation of CIA FRS data for use in CIRIS. Working with NSA personnel we determined that the existing CCP tape input method should be modified to provide more detailed reporting (with no additional NSA effort), targeting by percentage distribution, and pro-rationing of support activities, to improve the quality of the NSA input.

Significant improvement of the quality and utility of the CIRIS data is achievable with the 1975 data call. The accompanying letters initiate the FY 75 data call; they have been prepared as three separate communications, tailored to the individual programs and components.